

Protean eGov Technologies Limited

STANDARD OPERATING PROCEDURE (SOP)

Online Processing of Partial (Conditional) Withdrawal Request by Nodal Office / POP

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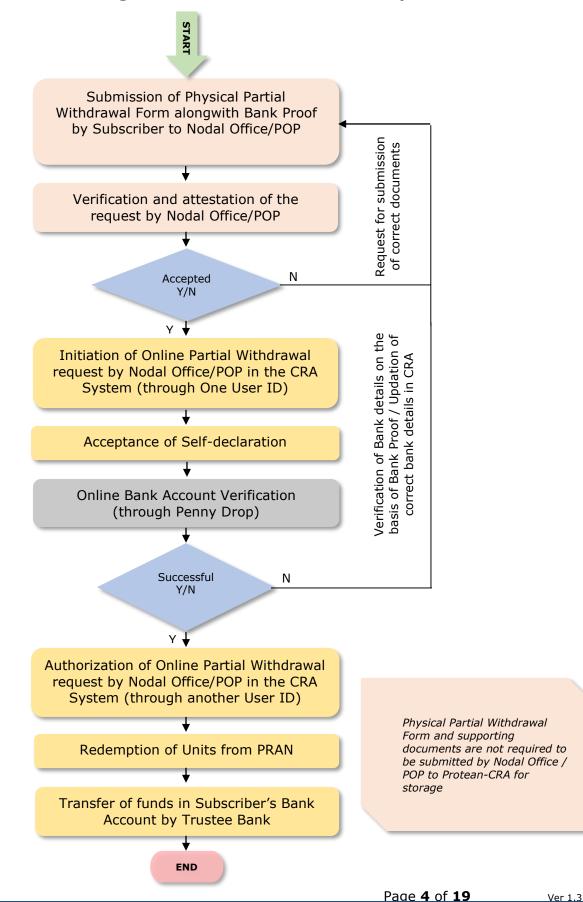


1. Abbreviations

Abbreviation	Expansion
CRA	Central Recordkeeping Agency
DDO	Drawing & Disbursing Office
DTO	District Treasury Office
DTA	Directorate of Treasuries & Accounts
Nodal Office / POP	PAO/PRAO/DTO/DTA registered under NPS
NPS	National Pension System
ΡΑΟ	Pay and Accounts Office
POP	Point of Presence
PFRDA	Pension Fund Regulatory & Development Authority
PRAN	Permanent Retirement Account Number
PRAO	Principal Accounts Office



2. Process Flow – Processing of Online Partial Withdrawal Request





3. Preface:

As per Pension Fund Regulatory and Development Authority (PFRDA) Exit Regulations, 2015 & amendments thereto, a Subscriber can opt for Partial Withdrawal of accumulated pension wealth, not exceeding 25% of contributions made by him/her and excluding contributions made by employer, if any at any time before exit from National Pension System (NPS).

The details regarding purpose of Partial Withdrawal, the related conditions are provided below:

Purposes:

Subscriber can opt for Partial Withdrawal for below mentioned Purposes:

- A) For higher education of his/her children including a legally adopted child.
- B) For the marriage of his or her children, including a legally adopted child.
- C) For treatment of specified illness: For Subscriber, his legally wedded spouse, children including a legally adopted child or dependent parents suffer from any specified illness, which shall comprise of hospitalization and treatment in respect of the following diseases.
 - I. Cancer
 - II. Kidney failure
 - III. Primary Pulmonary arterial hypertension
 - IV. Multiple sclerosis
 - V. Major Organ Transplant
 - VI. Coronary artery bypasses graft
 - VII. Aorta Graft surgery
 - VIII. Heart value surgery
 - IX. Stroke
 - X. Myocardial infection
 - XI. Coma
 - XII. Total Blindness
 - XIII. Paralysis
 - XIV. Accident of serious/life threatening nature
 - XV. COVID-19
- D) For the purchase or construction of a residential house or flat in his or her own name or in a joint name with his or her legally wedded spouse. In case the Subscriber already owns either individually or in the joint name a residential house or flat, other than ancestral property no withdrawal under these regulations shall be permitted.
- E) To meet medical and incidental expenses arising out of the disability or incapacitation suffered by the Subscriber.
- F) For Skill development/re-skilling or any other self-development activities.
- G) For Establishment of own venture or any start-up (Only for 'All Citizens' Sector Subscribers).



Conditions:

Subscriber can opt for Partial Withdrawal as per below mentioned Conditions:

- 1) The Subscriber shall have been in the NPS at least for the period of <u>three years</u> from the date of his or her Joining (in case of Govt. & Corporate Subscribers)/date of PRAN generation (in case of 'All Citizens' sector).
- 2) The Subscriber shall be allowed to withdraw only a maximum of <u>three times</u> during the entire tenure of subscription.
- 3) The Subscriber can opt for withdrawal **not exceeding 25%** of contributions made by him/her.

Documents:

As per PFRDA Circular (CIR No. PFRDA/2021/3/SUP-ASP/3) dated January 14, 2021 on Ease of Partial withdrawal of NPS Subscribers through self – declaration, the Partial Withdrawal Requests will be processed on the basis of Self-declaration provided by Subscriber for reason of partial withdrawal.

No supporting documents (w.r.t. stated withdrawal reason) are required to be submitted by the Subscriber for availing Partial Withdrawal. The Subscriber is required to accept the 'Self declaration'' for Partial Withdrawal which is provided in Withdrawal Form / in online partial withdrawal request as part of - Declaration by the Subscriber.

Bank Details are non-editable at the time of initiation of Partial Withdrawal request. If bank details are incorrect/not available or If Subscriber wishes to update any other Bank Account details, then the Subscriber has an option to update the same online in CRA system (www.cransdl. com) or submit Form S2 – Subscriber details change Form to associated Nodal Office / Point of Presence (POP) and then initiate Withdrawal request.



4. Procedure for Processing Online Partial Withdrawal request

The Subscribers registered in the CRA system have an option to initiate online Partial Withdrawal Request in the CRA system (with self-declaration) and submit the same through OTP Authentication / eSign. The Standard Operating Procedure (SOP) for initiation of Partial withdrawal request by Subscriber is available on CRA Website (www.npscra.nsdl.co.in).

If OTP Authentication / eSign is not possible or the Subscriber is not able to initiate online Partial Withdrawal request in CRA system for any reason, then the Subscriber is required to submit physical Partial Withdrawal Form (with self-declaration) to the associated Nodal Office / POP. In such case, the Nodal Office / POP will process the request in the CRA System.

Pre-requisite for Partial Withdrawal if request is initiated by Nodal Office / POP:

- Subscriber should have fulfilled the conditions for Partial Withdrawal as per PFRDA guidelines as mentioned above.
- Bank Account details of the Subscriber are updated in his/her NPS account. The Bank of the Subscriber should be empaneled for Online Bank Account Verification. Also, the Subscriber needs to be the First Account Holder of the Bank Account.
- The dully filled-up Partial Withdrawal Form is submitted by Subscriber. The Subscriber has accepted self-declaration for reason of withdrawal and submitted copy of Bank Proof for Bank Account registered in CRA.

Brief Steps – Processing of online Partial Withdrawal request by Nodal Office / POP:

- Verification & Attestation of Physical Partial Withdrawal Form & Bank Account Proof by Nodal Office / POP.
- Initiation of request by Nodal Office / POP in the CRA System through One User ID.
- Acceptance of the Self-Declaration for reason of Partial Withdrawal.
- At the time of initiation of request, the name and Bank Account of the Subscriber (registered in CRA) will be verified through online Bank Account Verification (Penny drop facility). Online Bank Account Verification (Penny drop) charges of Rs. 1.80 + Taxes will be applicable for every penny drop attempt. These charges will be recovered through unit deduction from Subscriber's NPS Account.
- Authorization of request by Nodal Office / POP in the CRA system through another User ID.
- No Supporting Documents (w.r.t. stated withdrawal reason) are required to be submitted to the associated Nodal Office / POP by Subscriber.
- Physical Partial Withdrawal Form and supporting documents are not required to be submitted by Nodal Office / POP to Protean-CRA for storage.

The detailed procedure to be followed by the Nodal Office / POPs for processing Online **Partial Withdrawal** requests in the CRA system is provided below:



5. <u>Steps to initiate Online Partial Withdrawal request in CRA System by Nodal Office</u> / POP

Nodal Office / POP User needs to access CRA System <u>www.cra-nsdl.com</u> using one User ID & Password as given below in **Figure 1.** In case of POP, it will be DSC based login.

NSDL e-Gov is now protean Change is growth	National Pension System (NPS)
	Are you a subscriber interested in unde
Annual Transaction Statement on Email	Subscribers User ID Password
Invest in NPS	Enter Captcha 9 2 + + =
Activate Tier II Account Free 11	Reset Password IPIN for eNPS Help/Instructions for Login
FATCA Compliance	Nodal Offices / Other Intermediaries PriN User ID 111881900
Annuity Quotes	Password Enter Captcha
Grievance / Enquiry Status	Submit Reset Password Help/Instructions for Login
Subscriber Registration/Photo-Signature Modification Req	uest

Figure 1

User needs to click on menu "**Transaction**" and select sub menu "**Initiate Conditional Withdrawal**" as given below in **Figure 2**.

🥝 NSD	Le-Gov is now protean Change is growth National Pension Sy	ystem (NPS)
Welcome Principal A	Accounts Office-111881900 Navigate to NPSCAN 18-Jun-2022	Home Logout
Transaction Authoriz	e Request Security Grievance User Maintenance Views Reports Additional Reports (New) Master Download Dashboard Subscriber Deactivation / Reactivatio	n
Scheme Preference Change	dal Offices Upload Error Rectification Module Exit Withdrawal Request Recruitment Monitoring Knowledge Centre	
Authorize Transaction		
Tier-2 Activation		
Update Subscriber Tier-2 Details		
Subscriber Shifting	Welcome to Central Recordkeeping Agency	
Authorize Subscriber Shifting		
Authorize DDO Shift Request	Click here to view list of Exit Claim IDs awaiting any action	
DDO Shifting Request Status View	Subscriber is required to purchase the annuity at the time of Exit. To view annuity quotes, please click here View Annuity Quotes	
Initiate Conditional Withdrawal	Subscriber Registration Form (CSRF) will be effective from Dec 1, 2017. Ensure that existing CSRF (in circulation) should reach CRA-FC by Nov 27, 2017 to avoid rejection	ins
/erify Conditional Nithdrawal Request	Information regarding online submission of FATCA Self-Certification in Subscribers login may be disseminated to your Subscribers. For details, Click here	
FATCA Self Certification	Click here for PFRDA Advisory on streamlining of handling of Exit cases Notification	ţ۱
FATCA File Upload	NPS Operations Guide PrAO/DTA PAO/DTO DDO	
FATCA File Status	Nodal Offices Helpline No 1800-222-081	Count
Nodal Bank Details Update	Withdrawal Request Verification	on 1
Subscriber Bank Details Update	Retíred lífe ka sahara, NPS hamara	

Figure 2

User needs to enter PRAN of the Subscriber as given below in **Figure 3** for whom withdrawal request needs to be processed.

												otean
0	NSDL	e-Go	DV is no	ow 🤇	pro Change		wth				National Pension S	ystem (NPS)
Welcome	Principal Acc	counts Office-1	111881900						Navigate to NP	SCAN	18-Jun-2022	Home Logout
Transaction	Authorize I	Request Se	curity Gri	ievance	User Maintenance	Views	Reports	Additional Reports (New)	Master Download	Dashboard	Subscriber Deactivation / Reactivation	CGMS BackOffice
Nodal Offices	Upload E	rror Rectificati	ion Module	Exit With	ndrawal Request	Recruitme	nt Monitorin	g Knowledge Centre				
			_					Conditional Withdra	wal			
							PRAN	Submit Reset				

Figure 3

At this stage, Subscriber details like Available Self Contribution, Available Withdrawal amount, date of joining, date of birth, previous withdrawal amount, contributions utilized for Partial Withdrawal etc. are displayed to the User. Please refer below **Figure 4.**

Welcome Principal Ac	counts Office-111881900		Navigate to NPSCAN	18-Jun-2022	Home Logout
ansaction Authorize	Request Security Grievance User Maintenance View	rs Reports Additional Reports (New)	Master Download Dashboard	Subscriber Deactivation / Reactivation	n
GMS BackOffice Nod	al Offices Upload Error Rectification Module Exit Withdraw	al Request Recruitment Monitoring Kn	owledge Centre		
	Conditional Withdrawal				
	PRAN :	110007438690			
	Subscriber Name :	Prashant Shantaram Guray			
	Subscriber Name : Subscriber Date of Birth :	Prashant Shantaram Gurav 15-06-1986			
	Subscriber Date of Birth :				
	Subscriber Date of Birth : Date of Joining :	15-06-1986			
	Subscriber Date of Birth :	15-06-1986 30-05-2011			
	Subscriber Date of Birth : Date of Joining : Withdrawal Type :	15-06-1986 30-05-2011 Conditional Withdrawal			
	Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution :	15-06-1986 30-05-2011 Conditional Withdrawal 529868.50			
	Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount :	15-06-1986 30-05-2011 Conditional Withdrawal 529968.50 0.00			
	Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount :	15-06-1986 30-05-2011 Conditional Withdrawal 529868.50 0.00 0.00			
	Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount : Percentage to be Withdrawal% :"	15-06-1986 30-05-2011 Conditional Withdrawal 529868.50 0.00 529868.50	~		
	Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount : Percentage to be Withdrawal% :" Purpose of withdrawal :"	15-06-1986 30-05-2011 Conditional Withdrawal 529868.50 0.00 529868.50 Percentage ↓ Reason	▼		
	Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount : Percentage to be Withdrawal% :"	15-06-1986 30-05-2011 Conditional Withdrawal 5/2966.50 0.00 5/2966.50 Fercentage ▼	v		

Figure 4

User needs to click on drop down menu "Percentage to be withdrawal" and select percentage towards withdrawal. User can select maximum of 25% from the drop down menu. Please refer below **Figure 5**.

	DL e-ui	DV is now	Change	e is growt	th					National Pen	sion Syste	em (NP
Welcome Princi	pal Accounts Office-	111881900						Navigate to NPS	CAN	18-Jun-2022	Н	ome Logou
nsaction Auti	horize Request Se	ecurity Grievance	User Maintenanc	e Views	Reports	Addition	al Reports (Nev	w) Master Download	Dashboard	Subscriber Deactivation /	Reactivation	
MS BackOffice	Nodal Offices Uplo	oad Error Rectifica	tion Module Exit	Withdrawal R	equest R	lecruitmer	nt Monitoring	Knowledge Centre				
					_							
					6	*						
					8							
	۲	Conditional With	drawal		9							
					10							
					12	_						
					13	_						
	6				14	_					-	
	PRAN				16	_						
		criber Name :			17	_	taram Gurav					
		criber Date of Birth :			18							
		of Joining : rawal Type :			19		hdrawal					
		rawal type : contribution :			20		nurdwal				-	
		ous Withdrawal Amou	nt ·		22	_					1	
		ibution utilized for par			23	_						
		ible Withdrawal Amou			24						1	
		ntage to be Withdrawa			25	~					1	
		se of withdrawal :*			Rea	son			~		ī	
		tive/Eligible Withdrawa	al Amount			67.13					1	
	Tentat	are changed a with and									1	
						Submit	Reset					

Figure 5

After selection of withdrawal percentage, User needs to select "Withdrawal Reason" from the drop down menu as per the reason mentioned in Partial Withdrawal Form submitted by the Subscriber and click on "Submit" button.

If User has selected Reason for withdrawal as "Skill development/re-skilling or any other self-development activities", then User is required to enter 'Course Fee' (Training Cost) which is mandatory. In this scenario, Subscriber will receive Course Fee (Training Cost) or selected % of Available withdrawal amount whichever is lower. If 'Course Fee' amount entered is more than eligible amount (as per % entered by User), message will be displayed informing Subscriber will receive eligible amount only.

Please refer below Figure 6A and 6B.

DL e-Gov is now Change is g		National Pe	ension System
cipal Accounts Office-111881900	Navigate to NP	SCAN 18-Jun-2022	Home
nthorize Request Security Grievance User Maintenance Vi	ews Reports Additional Reports (New) Master Download	Dashboard Subscriber Deactivatio	on / Reactivation
Nodal Offices Upload Error Rectification Module Exit Withdr	awal Request Recruitment Monitoring Knowledge Centre		
Conditional Withdrawal			
PRAN : Subscriber Name :	110007438690 Prashant Shantaram Gurav		
Subscriber Date of Birth :	15-06-1986		
Date of Joining :	30-05-2011		
Withdrawal Type : Self Contribution :	Conditional Withdrawal 529868.50		_
Previous Withdrawal Amount :	0.00		
Contribution utilized for partial withdrawal :	0.00		
Available Withdrawal Amount :	529868.50		_
Percentage to be Withdrawal% :* Purpose of withdrawal :*	25 V Reason	~	_
Tentative/Eligible Withdrawal Amount	Reason	•	-
	Higher education of children Marriage of his or her children		
	Purchase or construction of a residential house or flat		
	Treatment of specified illnesses Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a		
	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a	ctivities	ancian System
DL e-Gov is now Change is g	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A	ctivities	ension System
cipal Accounts Office-111881900	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A	National Pe SCAN 18-Jun-2022	Home
cipal Accounts Office-111881900	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A	National Pe SCAN 18-Jun-2022	Home
cipal Accounts Office-111881900 Inthorize Request Security Grievance User Maintenance Vie	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A	National Pe SCAN 18-Jun-2022	Home
cipal Accounts Office-111881900 Inthorize Request Security Grievance User Maintenance Vie	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A comb growth Navigate to NP eva Reports (New) Master Download	National Pe SCAN 18-Jun-2022	Home
Change is g Cipal Accounts Office-111881900 Ithorize Request Security Grievance User Maintenance Vir Nodal Offices Upload Error Rectification Module Exit Withdre	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A comb growth Navigate to NP eva Reports (New) Master Download	National Pe SCAN 18-Jun-2022	Home
cipal Accounts Office-111881900 Inthorize Request Security Grievance User Maintenance Vie	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A comb growth Navigate to NP eva Reports (New) Master Download	National Pe SCAN 18-Jun-2022	Home
Change is g cipal Accounts Office-111881900 thorize Request Security Grievance User Maintenance Vie Nodal Offices Upload Error Rectification Module Exit Withdra Conditional Withdrawal	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A way a contract of the self-development a Navigate to NP ws Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre	National Pe SCAN 18-Jun-2022	Home
Change is g cipal Accounts Office-111881900 hthorize Request Security Grievance User Maintenance Vir Nodal Offices Upload Error Rectification Module Exit Withdr Conditional Withdrawal	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development Figure 6A Band Band Band Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre 110007433690	National Pe SCAN 18-Jun-2022	Home
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Change is g cipal Accounts Office-111881900 whorize Request Security Grievance User Maintenance Vir Nodal Offices Upload Error Rectification Module Exit Withdr Conditional Withdrawal PRAN : Subscriber Name : Subscriber Date of Birth : Date of Joining :	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A Some growth Navigate to NP ews Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre 110007438690 Prashant Shantaram Gurav 15-06-1986 30-05-2011 50 50	National Pe SCAN 18-Jun-2022	Home
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Change is g cipal Accounts Office-111881900 thorize Request Security Grievance User Maintenance Vie Nodal Offices Upload Error Rectification Module Exit Withdra Conditional Withdrawal PRAN : Subscriber Name : Subscriber Name : Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount :	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A Rangerowth Navigate to NP even Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre 110007438690 Prashant Shantaram Gurav 15-06-1986 30-06-2011 Conditional Withdrawal	National Pe SCAN 18-Jun-2022	Home
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Change is g cipal Accounts Office-111881900 thorize Request Security Grievance User Maintenance Vie Nodal Offices Upload Error Rectification Module Exit Withdre Conditional Withdrawal PRAN : Subscriber Name : Subscriber Name : Subscriber Date of Birth : Date of Joining : Withdrawal Type : Seif Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre 110007438690 Prashant Shantaram Gurav 15-06-1986 30-06-2011 Conditional Withdrawal 529868.50 229868.50 125	SCAN 18-Jun-2022 Dashboard Subscriber Deactivation	Home
Change is g Cipal Accounts Office-111831900 thorize Request Security Grievance User Maintenance Vie Nodal Offices Upload Error Rectification Module Exit Withdra Conditional Withdrawal PRAN : Subscriber Name : Subscriber Date of Birth : Date of Joining : Withdrawal Type : Self Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount : Percentage to be Withdrawal% :* Purpose of withdrawal% :*	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A San growth Navigate to NP ews Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre 110007438690 Prashant Shantaram Gurav 15-06-1886 30-05-2011 Conditional Withdrawal 529868.50 0.00 0.00 0.00 22938.50 0.00 0.00 22938.50 0.10 22938.50 0.00 0.20 22938.50 0.01 22938.50 1 Purchase or construction of a residential house or flat Purchase or construction of a residential house or flat	National Pe SCAN 18-Jun-2022	Home
Change is g cipal Accounts Office-111881900 thorize Request Security Grievance User Maintenance Vie Nodal Offices Upload Error Rectification Module Exit Withdre Conditional Withdrawal PRAN : Subscriber Name : Subscriber Name : Subscriber Date of Birth : Date of Joining : Withdrawal Type : Seif Contribution : Previous Withdrawal Amount : Contribution utilized for partial withdrawal : Available Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal Amount : Percentage to be Withdrawal	Medical & incidental expenses due to disability/incapacitatio Skill development/re-skilling or any other self-development a Figure 6A Reports Additional Reports (New) Master Download awal Request Recruitment Monitoring Knowledge Centre 110007438690 Prashant Shantaram Gurav 15-06-1986 30-06-2011 Conditional Withdrawal 529868.50 229868.50 125	SCAN 18-Jun-2022 Dashboard Subscriber Deactivation	Home

Figure 6B

At this stage, existing bank details of the Subscriber along with mobile number and email ID of the Subscriber are displayed. If existing bank details and contact details are correct, User needs to click on "Confirm" button to proceed further. Please refer below **Figure 7**.

User will not be allowed to modify bank details and contact details (Mobile No. and Email ID) at the time of initiation of the Withdrawal request.

For updation of Bank details / Mobile No. /Email ID in CRA records, the Subscriber has an option to update the same online in CRA system (www.cra-nsdl.com) or submit Form S2 – Subscriber details change Form to associated Nodal Office / POP. The Form S2 is available under "Forms" section, which is available under respective sector on CRA website (<u>www.npscra.nsdl.co.in</u>).

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Ver 1.3



Nodal Office / POP is required to upload scanned copies of Physical Partial Withdrawal form alongwith supporting documents provided by Subscriber in a single file.

Welcome Princi	pal Accounts Of	fice-111881900				Navigate to NPS	CAN	18-Jun-2022	Home Logou
ransaction Aut	horize Request	Security Gr	ievance User Maint	enance Views Reports	Additional Reports (Net	w) Master Download	Dashboard	Subscriber Deactivation /	Reactivation
GMS BackOffice	Nodal Offices	Upload Error	Rectification Module	Exit Withdrawal Request	Recruitment Monitoring	Knowledge Centre			
	¢	Condition	al Withdrawal						
	7		PRAN		110007438690				1
			Subscriber Nam	e	Prashant Shan	aram Gurav			
			Subscriber Date	of Birth	15-06-1986				
			Subscriber Date	of Joining	30-05-2011				
			Withdrawal Type		Conditional Wit	hdrawal			
			Self Contributio	n	529868.50				
			Amount already	withdrawn (Rs.)	0.00				
			Percentage of P	artial Withdrawal	25				
			Total Amount wi	nich can be withdrawn (Rs.)	132467.13				
			Purpose of with	drawal	Purchase/Cons	truction of House for Self/	joint with spous	9	J
	C		Transaction Type	*	Electronic	~			
			Account type		SAVINGS	•			
			Bank Account Nu	mbor	0414114000561	e			
			Bank Name	IIIDei	HDFC	U			
			Bank Branch		DADAR				
			Bank Address		DDDDDDD				
			Bank Address Pir	1	400064				
			Bank IFS Code		HDFC0000414				
			Bank MICR Code)	
	C		Mobile No		9819639307				
			Email ID		prashantg@nsd	.co.in			
	60	lect File to							
		load :	Choose File No file of	nosen	Upload				
		te :	Liplandad Attachment	(Allowed File Transa and incom	doc, docx, xls, xlsx, zip, png,		MD Number of		

Figure 7

At this stage, User needs to click on check box of declaration (It contains Self-declaration accepted by Subscriber as part of physical Partial Withdrawal Form submitted) and click on "Online bank a/c verification" tab to proceed further. Please refer below Figure 8.

The Self-declaration accepted by the Subscriber in Partial Withdrawal Form will be evidence for reason of Partial Withdrawal. No supporting documents (w.r.t. stated withdrawal reason) are required to be submitted by Subscriber.

Ver 1.3

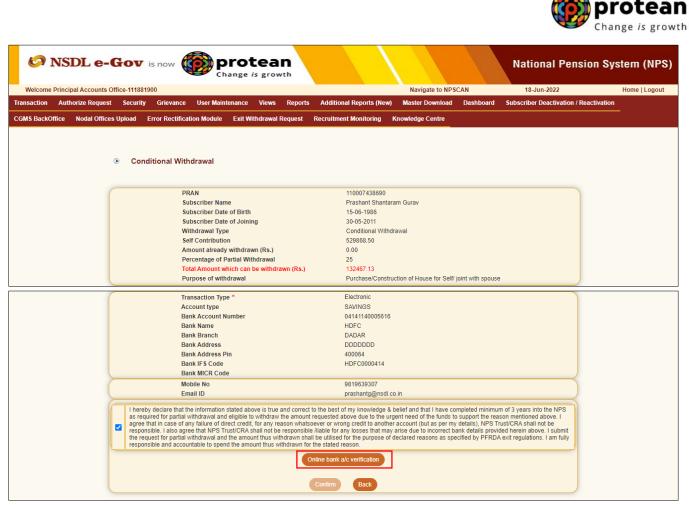


Figure 8

At this stage, after clicking on **"Online bank a/c verification**" tab, the name and Bank Account of the Subscriber (registered in CRA) will be verified through online Bank Account Verification (Penny drop facility). On successful verification, a Pop-up message will display to the User i.e. **"Online bank a/c verification is Successful".** User needs to click on "OK" button and then click on "Confirm" button to proceed further.

Please refer below Figure 9A and 9B.



	Subscriber Name	Prasmant Shantarani Gurav
	Subscriber Date of Birth	15-06-1986
	Subscriber Date of Joining	30-05-2011
	Withdrawal Type	Conditional Withdrawal
	Self Contribution	529868.50
	Amount already withdrawn (Rs.)	0.00
	Percentage of Partial Withdrawal	25
	Total Amount which can be withdrawn (Rs.)	132467.13
	Purpose of withdrawal	Purchase/Construction of House for Self/ joint with spouse
	Transaction Type *	Electronic
	Account type	SAVINGS
	Bank Account Number	04141140005616
	Bank Name	HDFC
	Bank Branch	DADAR
	Bank Address	DDDDDDD
	Bank Address Pin	400064
	Bank IFS Code	HDFC0000414
	Bank MICR Code	
	Online b	bank a/c verification is successful.
		ОК
	I hereby declare that	the NPS sted above due to the urgent need of the funds to support the reason mentioned above. I
	agree that in case of any failure of direct credit, for any reason whatsoever of	or wrong credit to another account (but as per my details), NPS Trust/CRA shall not be
•		e for any losses that may arise due to incorrect bank details provided herein above. I submit tilised for the purpose of declared reasons as specified by PFRDA exit regulations. I am fully
	responsible and accountable to spend the amount thus withdrawn shall be up	
		im Back

Figure 9A

	Subscriber Name	Prashant Shantaram Gurav
	Subscriber Date of Birth	15-06-1986
	Subscriber Date of Joining	30-05-2011
	Withdrawal Type	Conditional Withdrawal
	Self Contribution	529868.50
	Amount already withdrawn (Rs.)	0.00
	Percentage of Partial Withdrawal	25
	Total Amount which can be withdrawn (Rs.)	132467.13
	Purpose of withdrawal	Purchase/Construction of House for Self/ joint with spouse
	Transaction Type *	Electronic
	Account type	SAVINGS
	Bank Account Number	04141140005616
	Bank Name	HDFC
	Bank Branch	DADAR
	Bank Address	DDDDDDD
	Bank Address Pin	400064
	Bank IFS Code	HDFC0000414
	Bank MICR Code	
	Mobile No	9819639307
	Email ID	prashantg@nsdl.co.in
 as required for parti agree that in case or responsible. I also a the request for parti 	ial withdrawal and eligible to withdraw the amount requested of any failure of direct credit, for any reason whatsoever or wr agree that NPS Trust/CRA shall not be responsible /liable for	of my knowledge & belief and that I have completed minimum of 3 years into the NPS above due to the urgent need of the funds to support the reason mentioned above. I ong credit to another account (but as per my details), NPS Trust/CRA shall not be any losses that may arise due to incorrect bank details provided herein above. I submit for the purpose of declared reasons as specified by PFRDA exit regulations. I am fully reason.
	Online bank	a/c verification

Figure 9B

Once User clicks on 'Confirm" button, Partial Withdrawal request will get captured in the CRA system and an **Acknowledgement Number** will get generated.

At this stage, option is provided to the User to view & download system generated Withdrawal Form. Further, status of the request is also displayed. Refer below **Figure 10**.

Welcome Principal Account		Change is gro		Navigate to N	SCAN	National Pension Sy	Home Logout
	est Security Grievan	nce User Maintenance View	s Reports Additional Rep	20 A.M. M. 1995 A.M. 19 A.M.	CO NO 100000 NA	Subscriber Deactivation / Reactivation	
	Conditional V	Vithdrawal					
		PRAN		438690			
		Subscriber Name Acknowledgement Number Captured Timestamp	10002- 2022-0	6-18 09:53:32.493343			
		Status Click Hereto view withdrawal form. Please click to view the uploade	6	st has been captured and pendir	g for request author	ization	

Figure 10

Once request is captured/initiated, Nodal Office / POP needs to authorize the same in CRA system with another User ID.



6. <u>Steps to authorize Online Partial Withdrawal request in CRA System by Nodal</u> <u>Office / POP</u>

Nodal Office / POP User needs to access CRA system <u>www.cra-nsdl.com</u> using another User ID & Password as given below in **Figure 11.** In case of POP, it will be DSC based login.

Signature NSDL e-Gov is now protean Change is growth	National Pension System (NPS)
	Are you a subscriber interested in undergoing onli
Annual Transaction Statement on Email	Subscribers User ID Password
Invest in NPS	Enter Captcha
Activate Tier Il Account Free !!	Submit Reset Password IPIN for eNPS Help/Instructions for Login
FATCA Compliance	Nodal Offices / Other Intermediaries Intermediaries Image: style="text-align: center;">
Annuity Quotes	Password Enter Captcha
Grievance / Enquiry Status	Submit Reset Password Help/Instructions for Login
Subscriber Registration/Photo-Signature Modification Request	

Figure 11

User needs to click on Menu "Authorize Request" and select sub menu "Authorize Conditional Withdrawal Request". Please refer below Figure 12.

NSDL e-Gov is now protean Change is growth	National Pension System (NPS)
Welcome Principal Accounts Office-111881901	Navigate to NPSCAN 18-Jun-2022 Home Logout
Transaction Authorize Request Security Grievance User Maintenance Views Reports Additional Report	ts (New) Master Download Dashboard Subscriber Deactivation / Reactivation
CGMS BackO <mark>Subscriber and Error Rectification Module Exit Withdrawal Request Recruitment Monitor</mark>	ring Knowledge Centre
Authorize Conditional Withdrawal Request	
Authorise Family/Disability Pension Request	
Welcome to Central Recordse	eping Agency
Click here to view list of Exit Claim IE	Ds awaiting any action
Subscriber is required to purchase the annuity at the time of Exit. To view	annuity quotes, please click here View Annuity Quotes
New Subscriber Registration Form (CSRF) will be effective from Dec 1, 2017. Ensure that existing	g CSRF (in circulation) should reach CRA-FC by Nov 27, 2017 to avoid rejections
Information regarding online submission of FATCA Self-Certification in Subscribers I	ogin may be disseminated to your Subscribers. For details, Click here
Click here for PFRDA Advisory on streamlin	ing of handling of Exit cases
NPS Operations Guide PrAO/DT	A PAO/DTO DDO
Nodal Offices Helpline No 1	800-222-081 Transaction Type Count
	Withdrawal Request Verification 1

Figure 12

User needs to provide PRAN of the Subscriber and click on "Search" button as given below in **Figure 13.**

									otean
69 NSI)L e-Gov	is now		tean				National Pension S	ystem (NPS)
-	Accounts Office-111881	0.000				Navigate to NP	SCAN	18-Jun-2022	Home Logout
Transaction Author	rize Request Security	Grievance	User Maintenance	Views Reports	Additional Reports (New)	Master Download	Dashboard	Subscriber Deactivation / Reactivation	CGMS BackOffice
	Authorize Co		Vithdrawal Request PRAN Acknowledgement No. From Date To Date			d/mm/yyyy) d/mm/yyyy)			

Figure 13

At this stage, a table is displayed to the User containing Acknowledgment Number, PRAN, Request Date and Status as given below in **Figure 14.**

NSDL e-Gov is now	Change is growth			National Pension Sys	stem (NPS)
Welcome Principal Accounts Office-111881901		Navigate to NPS	CAN	18-Jun-2022	Home Logout
Transaction Authorize Request Security Grieva	ce User Maintenance Views Reports Ad	dditional Reports (New) Master Download	Dashboard Su	bscriber Deactivation / Reactivation	
CGMS BackOffice Nodal Offices Upload Error Rect	fication Module Exit Withdrawal Request Recr	ruitment Monitoring Knowledge Centre			
Authorize Conditiona	l Withdrawal Request Status				
	PRAN				
	Acknowledgement No.				
	From Date	(dd/mm/yyyy)			
	To Date	(dd/mm/yyyy)			
	Search	Reset			
Acknowledge	ment No. PRAN	Status Red	uest Date	Captured By	
1000243			0/05/2022	111881900	

Figure 14

User needs to click on Hyperlink provided on Acknowledgment Number to view and verify details captured at the time of Initiation of withdrawal request. User can view uploaded documents by clicking on "View" button.

If details entered are not correct, User needs to click on "Reject" radio button and click on "Confirm" button. In case of rejection of request, Reason for Rejection is mandatory.

If details entered are correct, User needs to click on "Confirm" button to proceed further. Please refer below **Figure 15.**



elcome Princip	oal Accounts Office-1118	81901			Navigate to NPSCA	AN .	18-Jun-2022	Home Logo
action Auth	orize Request Securi	ty Grievance User Mainter	ance Views Reports	Additional Reports (New)	Master Download	Dashboard	Subscriber Deactivation / Re	activation
BackOffice	Nodal Offices Upload	Error Rectification Module	Exit Withdrawal Request	Recruitment Monitoring K	nowledge Centre			
			Authorize	Conditional Withdrawal Req	uest			
							Click Here to View subscrit	per Details
		PRAN No		110007438690				
		Ack No		1000243954				
		Name		Prashant Shantaram Gu	rav			
		Date of Joining		30-05-2011				
		Withdrawal Status		Maker completed				
		Self Contribution		529868.50				
		Amount already withdrawn Percentage of Partial Withd		0.00 25				
		Total Amount which can be		132467.13				
		Purpose of withdrawal	withitiawit (its.)		of House for Self/ joint wit	h shouse		
					in thouse for occas joint with	T Spouse		
		Transaction Type		Electronic SAVINGS				
		Account type Bank Account Number		04141140005616				
		Bank Name		HDFC				
		Bank Branch		DADAR				
		Bank Address		DDDDDDD				
		Bank Address Pin		400064				
		Bank IFS Code		HDFC0000414				
		Bank MICR Code						
		Mobile No		9819639307			5	
		Email ID		prashantg@nsdl.co.in				
	withdrawal and eligibl credit, for any reason responsible /liable for	the information stated above is true e to withdraw the amount requeste whatsoever or wrong credit to anol any losses that may arise due to ir e of declared reasons as specified Please click to view the upload	d above due to the urgent nee ther account (but as per my d ncorrect bank details provided by PFRDA exit regulations. I	ed of the funds to support the rea etails), NPS Trust/CRA shall not t I herein above. I submit the reque am fully responsible and account	son mentioned above. I a be responsible. I also agre st for partial withdrawal a	agree that in ca ee that NPS Ti and the amoun	ase of any failure of direct rust/CRA shall not be it thus withdrawn shall be	
		T rease circk to view are upload	emarks	View thorize O Reject				

Figure 15

Once User clicks on 'Confirm" button, Partial Withdrawal request will get authorized in the CRA system and confirmation window will display to the User as given below in **Figure 16**.

🥝 NSI	DL e-Gov is n		e is growth				National Pension Sy	/stem (NPS)
Welcome Principa	al Accounts Office-111881901				Navigate to NP	SCAN	18-Jun-2022	Home Logout
Transaction Autho	rize Request Security Gr	ievance User Maintenance	Views Reports	Additional Reports (New)	Master Download	Dashboard	Subscriber Deactivation / Reactivation	CGMS BackOffice
Nodal Offices Upload	Error Rectification Module	Exit Withdrawal Request	Recruitment Monitoring	Knowledge Centre				
	Condition	PRAN Acknowledgement Nu Captured Timestamp	mber	110007438690 1000243954 2022-06-18 100 Request has bee	5:15.330178 en authorized success	fully.		

Figure 16

On successful authorization of request, funds will be transferred to Subscriber's Bank Account within T + 3^{rd} Working days, T being date of authorization of online Partial Withdrawal request in CRA system.

Physical Partial Withdrawal Form and supporting documents are not required to be submitted by Nodal Office / POP to Protean-CRA for storage purpose.



Process to be followed if Online Bank Account Verification (Penny drop) fails:

In case of failure in online Bank Account Verification (Penny drop),

- <u>Due to Subscriber name mismatch</u> In such case, authorization of request will be allowed in CRA. Nodal Office / POP is required to verify the name of the Subscriber & Bank details with the Bank Proof submitted alongwith physical Partial Withdrawal Form. Accordingly, Nodal Office / POP will accept the relevant declaration for the same at the time of authorization in the CRA system and will authorize Partial Withdrawal request.
- Due to Bank Account related rejection In such case, authorization of request will not be allowed. The Subscriber is required to update the correct (new) Bank Account details in his/her NPS account. Once the Bank details are updated in CRA, then Subscriber can initiate new request in CRA or submit physical request to Nodal Office / POP.

For updation of Bank details in CRA records, the Subscriber has an option to update the same online in CRA system (www.cra-nsdl.com) or submit Form S2 – Subscriber details change Form to associated Nodal Office / POP. The Form S2 is available under "Forms" section, which is available under respective sector on CRA website (www.npscra.nsdl.co.in).

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